

# Compilation of the public participation language in the NSP2 NOFA and Frequently Asked Questions

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The NSP2 NOFA, ([http://www.hud.gov/offices/cpd/communitydevelopment/programs/neighborhoodspg/pdf/nsp2\\_nofa.pdf](http://www.hud.gov/offices/cpd/communitydevelopment/programs/neighborhoodspg/pdf/nsp2_nofa.pdf).) is available on the HUD NSP2 webpage, <http://www.hud.gov/offices/cpd/communitydevelopment/programs/neighborhoodspg/arrafactsheet.cfm>.

Language that I emphasize is bold italics, and/or underlining.

I have only included public participation language that I think pertinent to this stage of the process; I have not included public participation language relating to post grant award reporting, for example. I hope I have identified all of the relevant language.

## **Program principles** (*pages 4 and 5*)

HUD will select NSP2 programs that integrate the following principles:

- **Retain CDBG distinctive requirements.** Congress gave HUD broad waiver and alternative requirement authority, which HUD used in designing NSP2 program requirements. However, distinctive characteristics of the CDBG program including the objectives of the HCD Act, financial accountability, ***local citizen participation and information***, recipient selection of activities within broad federal policy parameters, and income targeting of beneficiaries were retained. All of these elements are required in NSP1 and NSP2.
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- **Ensure accountability.** Ensure accountability for all programs, ***keep citizens actively informed***, and provide all required NSP and Recovery Act reporting elements.

## **Threshold Requirements** (*pages 12, and 13*)

5. **Citizen Participation.** You must have completed the required citizen participation for your proposed application in accordance with ***Appendix 1, paragraph B.3.***, and ***submit your application*** together with a ***summary of the citizen comments*** you received and the uniform resource locator (URL) of the website where your plan is posted. ***Minimum citizen participation*** involves publishing in a newspaper of general circulation or other general, news media outlet covering your target geography and posting on your official website a ***description*** of your proposed ***target geography***, and ***proposed uses*** of NSP2 funds, ***in sufficient detail for affected citizens to understand how they may be affected***, and ***soliciting and receiving comments***.

## **APPENDIX I: Program Requirements**

### **Introduction.** (pages 40 and 41)

...The NSP2 grant is a special CDBG allocation to address the problem of abandoned and foreclosed homes....Treating the NSP2 independently from the regular CDBG submission requirements implements the Recovery Act direction to allocate funds competitively and facilitates the distribution of NSP funds, ***while ensuring citizen participation...***

### **Background** (pages 43 and 44)

To expedite the process and to ensure that the NSP2 grants are awarded in a timely manner, ***while preserving reasonable citizen participation***, HUD is requiring a ***minimum*** time for ***citizen comments of 10 days***. ***Application materials*** relating to ***target geography*** and ***proposed uses*** of funds ***must be posted*** on the applicant's official website ***as the materials are developed, published, and submitted to HUD***. Applicants will also be required to provide the website address of the proposed and final plans to HUD for posting on HUD's program website.

Applicants are cautioned that, despite the competition process, they are still responsible for ***ensuring*** that all citizens have ***equal access to information*** about the programs. Among other things, this means that each recipient ***must take reasonable steps*** to ensure meaningful access to programs to persons with ***limited English proficiency (LEP)***, pursuant to Title VI of the Civil Rights Act of 1964. This may mean providing language assistance services or ensuring that program information is available in the appropriate languages for the geographic area targeted by the applicant. Applicants must be aware of LEP speaking populations in their targeted geography. See Section III.C.4.f. of the General Section for further guidance.

Accordingly, the following describes the expedited steps for NSP2 grants:

- Proposed uses of funds and target geography published via the general news media and on the Internet for no less than 10 calendar days of public comment;...

## **Requirements** (pages 46 and 47)

3.a. HUD is requiring applicants to provide no fewer than **10 calendar days** for citizen **comment**. Specifically, applicants must, at least **10 days prior to application submission** to HUD, **post information** on (1) the **amount of money**, (2) **uses** of funds, and (3) in which **target geography**, it plans to address in its NSP2 program on its official website. With their NSP2 application package, applicants **must include a summary of citizen comments** received during the comment period and the URL address of the website where the plan is posted.

b. HUD is also **requiring** applicants to **publish** planned program information on (1) the **amount of money**, (2) **uses** of funds, and (3) the **target geography** in a newspaper of general circulation or other general news media outlets that cover the target geography of the application.

c. NSP2 recipients must provide a timely written response to every citizen complaint within an established period of time (within 15 days working days, where practicable).

## **Application Criteria**

**3.e Consultation, outreach, communication – 5 points.** (pages 25 and 26)

**e. Consultation, outreach, communications (5 points)**

***Ensuring transparency is a requirement*** for all the Recovery Act programs.

(1) Describe how you have consulted with units of local government and states with jurisdiction over your target geography, especially those that received NSP1 funding, in developing your proposal and how you will continue to consult during program implementation if you are funded.

(2) Describe your proposed outreach and affirmative marketing actions and how you will ensure that you have qualified families available as NSP2-assisted units become available.

(3) Describe how you will ***continually communicate program design***, progress, opportunities and results; process any complaints in a timely manner (respond within 15 working days, if feasible); and ***ensure that local citizens and other interested parties are informed about program policies***.

## NSP2 Frequently Asked Questions

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....

**Q. When do I release my NSP2 application to the public to ensure compliance with the citizen participation rule?**

A. The citizen participation process should be completed during the pre-application period. **Minimum** citizen participation involves publishing in a newspaper of general circulation or other general, news media outlet covering your target geography and **posting** on your official website a **description** of your proposed **target geography**, and proposed **uses** of NSP2 funds, **in sufficient detail for affected citizens to understand how they may be affected**, and **soliciting and receiving comments**. Submit your application together with a summary of the citizen comments you received and the uniform resource locator (URL) of the website where your plan is posted.

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**Q. Do NSP2 applicants need to identify target areas prior to submitting an application?**

A. **Yes.** NSP2 applicants **must identify the target areas** where the funds are intended to be used. In addition, the applicant must demonstrate past experience serving the target areas.